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ABSTRACT

Designed to assist in determining the need for the present and proposed occupational and degree programs offered by the Saddleback Community College District (SCCD), this report examines selected demographic and labor market data related to Orange County, California, industrial and occupational trends, and employment opportunities for SCCD program graduates. Section I presents background information, covering Orange County labor market conditions, population data, and industrial trends. Section II compares SCCD's present occupational programs and certificate options with projections regarding specific and related job openings in Orange County by 1990. Section III identifies occupations with at least 500 projected job openings by 1990 which are not addressed by present district programs. In section IV, SCCD's proposed occupational and degree programs are listed and compared with job openings in Orange County projected for 1990. After section V summarizes occupational trends in Orange County, section VI provides a summary of findings. They show that: (1) SCCD presently offers 45 degree programs, 81 occupational programs, 89 certificate options, 6 training programs, and 1 apprenticeship program; (2) while some district programs prepare students in areas where the need for workers is great (e.g., accounting, automobile mechanics, nursing, sales and manufacturing), other programs prepare students for occupations where few jobs exist and are not expected to exist in the near future (e.g., emergency medical technician, fashion merchandising, oceanographer, and dietetic technician); and (3) of the 29 degree and occupational programs proposed for implementation in the SCCD by 1988, 55% are in the areas of engineering and related technology and health. (LAL)

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A REVIEW OF PRESENT AND PROPOSED OCCUPATIONAL AND DEGREE PROGRAMS OFFERED BY THE SADDLEBACK COMMUNITY COLLEGE DISTRICT AND THE LABOR MARKET IN ORANGE COUNTY

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JC 860 066

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November 1985

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Abstract

To assist in determining the need for the present and proposed occupational and degree programs offered by the Saddleback Community College District, selected demographic and labor market data related to Orange County and to the District were examined. Industrial and occupational trends in Orange County were reviewed, including information related to job-entry requirements, wages, job sources, and hiring trends for fifty (50) occupations representative of those found in Orange County.

Introduction

There were several reasons for preparing this paper: (1) to review selected demographic and labor market data concerning Orange County; (2) to determine the industrial trends in Orange County; (3) to present the latest information available concerning occupational trends for fifty (50) occupations representative of those found in Orange County; (4) to compare the occupational programs presently offered by the Saddleback Community College District with the projected number of ten-year job openings in Orange County in occupations related to present and proposed District programs; and (5) to examine the need for the occupational and degree programs proposed for implementation in the District.

The data and information selected for presentation in this report were taken from the publications cited on page 44.

I. BACKGROUND

Selected Labor Market and Population Data Related to Orange County

The civilian labor force (the total employed and unemployed, exclusive of military personnel) in Orange County is expected to reach 1.3 million in 1986, a figure that represents a 4.3 percent increase since 1984. The unemployment rate has dropped from 6.5 percent in 1983 to 4.3 percent in 1984. It is expected to fall to 4.2 percent in 1985 before increasing to approximately 4.5 percent in 1986.

The population of Orange County, the second most populous county in California, reached 2.1 million in 1985, an increase of approximately 25,000 (1.2 percent) since 1983. Since the 1980 census Orange County has gained 140,079 residents, an increase of 7.2 percent compared to the statewide increase of 8.3 percent for the same period. It is predicted that the population of Orange County will increase to 2.8 million by 2010. The greatest increase is projected to occur in the southern part of the county.

Selected Industrial Trends in Orange County

In 1984 an increase of 78,200 occurred in wage and salary employment (all full- and part-time employees, the self-employed, unpaid workers, and domestic workers in households) in Orange County—the greatest gain ever recorded for a single year. The largest gains were registered in the following industries: services, manufacturing, wholesale and retail trade, and construction.

Manufacturing

In 1984 about 25 percent of the total jobs in Orange County existed in manufacturing firms. In 1985 employment in the manufacturing industry reached nearly 235,000. Aerospace manufacturing accounted for more than 36 percent of all manufac-

turing employment, represented about 9 percent of the total jobs. Aerospace employment is projected to increase, reaching more than 100,000 jobs in 1986, an increase of nearly 20 percent since 1984. Communications and electronic manufacturers represented 60 percent of the jobs in Orange County's aerospace industry, reaching a record high 53,400 in 1985. Computer manufacturing firms employed a record 16,000 workers in 1979; in 1983, however, 13,800 worked for computer firms. The non-defense durable goods industry, represented 37 percent of the total factory jobs in Orange County and employed about 86,000 workers in 1985. The non-durable goods industry, represented 26 percent of the total factory jobs in Orange County and employed about 60,000 workers in 1984, an increase of 9 percent between 1983 and 1984.

Services

The services industry accounted for another 25 percent of the total jobs in Orange County in 1984. Total employment in this industry reached 228,300 in 1984. About 35,000 new jobs are expected by 1986.

Retail Trade

Retail trade maintained about a 20 percent share of the total jobs in Orange County, reaching 182,500 in 1984. By 1986 about 21,000 retailing jobs will likely be added.

Government

Government employment accounted for about 10 percent of the total jobs in Orange County in 1984; about 104,500 workers were government employees.

Construction

Construction jobs accounted for about 5 percent of the total jobs in Orange County in 1984. About 49,000 workers were employed in the construction industry in

1984, a record high. The number of new single- and multiple-family units approved for construction increased 27 percent between 1983 and 1984.

Wholesale Trade

The wholesale trade industry has increased in recent years. In 1984 employment reached 55,100—about 6 percent of the total jobs in Orange County. The nearly 13 percent growth rate in this industry was due to the job gains related to the distribution and warehousing of durable goods.

Finance, Insurance, and Real Estate

The finance, insurance, and real estate industry accounted for about 7 percent of the total jobs in Orange County in 1984.

Transportation and Public Utilities

The transportation and public utilities industry accounted for just more than 3 percent of the total jobs in Orange County in 1984. Jobs in this industry totaled 31,400 in 1984, up 5.4 percent since 1983. The greatest employment increases occurred in the following services: trucking and warehousing, airlines, and transportation.

Agriculture

Agriculture represented 1 percent of the total jobs in Orange County in 1984. A seasonal occupation, agricultural jobs reached a high of 11,800 in June and a low of 5,800 in December.

II. PRESENT OCCUPATIONAL PROGRAMS AND PROJECTED JOB OPENINGS

A Comparison of Occupational Programs Offered by the
Saddleback Community College District and
Projected Job Openings in Orange County
by 1990

Community colleges in California offer more than 7,000 degree, occupational (certificate) apprenticeship, and training programs. Most programs are in the following areas: engineering and related technologies, business and management, social sciences, fine and applied arts, public affairs and services, and health. Approximately 350 new programs are projected for implementation by 1990, an increase of almost 5 percent since 1984. The Saddleback Community College District currently offers eighty (80) degree programs, forty-four (44) occupational (certificate) programs, ninety-two (92) certificate options, six (6) training programs, and one (1) apprenticeship program. (See Appendix A.)

The occupational programs and certificate options offered by the District are enumerated in this section. In addition, the total specific and related job openings projected for Orange County by 1990 for each related District program and option are listed for particular occupational titles whenever possible along with the projected percent of increase for each entry. It should be noted that job data corresponding to all programs and options are not available.

Because a given occupational title is listed does not mean that graduates of a particular District program pursue only that particular occupation. For example, not all students completing a certificate in drafting technology become drafters; some become architects, though the latter occupation would require more training and experience than would be acquired from completing a program in drafting technology. In other words, the graduate of drafting technology does not immediately become an architect. On the other hand, students completing a program in automotive technology can frequently find immediate employment because there are many entry-level jobs in this field that do not require extensive automotive experience.

The number of total job openings represents the sum of annual job openings resulting from industry growth and expansion (or employment decline) and the number of job openings due to labor force separations (e.g., retirements, disabilities, deaths). The number of job openings, of course, are also based on a number of economic assumptions regarding the stability of the country's economy, the continuation of technological and scientific trends, long-term employment growth patterns, the stability of population growth rates and age distributions, and the stability of the attitudes of Americans toward work, education, income, and leisure activities.

Because there is not a universally adopted scheme for classifying occupational titles among federal, state, and local agencies that gather employment data, some District program entries do not have a corresponding occupational title. For example, though the District offers an automotive mechanics program with options in general automotive mechanic, tune-up, chasis, and engine service, it is not possible to use available data to determine the proportion of the 3,090 projected job openings in automotive mechanics in Orange County by 1990 that corresponds to each of the four program options.

Other categories of occupational titles present even greater classification difficulties. For instance, 36,506 job openings in the category "other manager/administrators" and 33,982 in the category "all other managers" are projected for Orange County by 1990. There is no means, however, to determine the correspondence between these two categories and the District's two program options in business management (business management, supervision).

In addition, the raw data reported must be viewed with caution. For example, the total number of previously projected employment in Orange County by 1990 was approximately 1,000,000. Yet actual employment in Orange County in November 1984 reached 997,000. Thus, the reported ten-year job projections cannot be interrupted directly.

A more useful indicator of future job openings are the figures listed related to the percent of change between 1980 and 1990. To illustrate, the average projected growth for all occupations in Orange County for this period is 24.5 percent. Comparing the projected change for each occupational title along with the projected figure for all occupations provides a means for examining the growth of various occupations. For example, the rate of growth for correction officers/jailers is almost 84 percent; in addition, there is a need for several hundred workers in this category by 1990. On the other hand, though there is a projected 60 percent increase in the growth rate for emergency medical technicians, there are very few projected job openings in this field in Orange County by 1990.

When comparing present District occupational programs and the related job openings the next five years, it is obvious that some programs prepare students for jobs in occupations where the need for workers is great (e.g., accounting, automobile mechanics, business management, computer programming, electronic technology, legal assisting, medical assistants, nursing, general secretarial, real estate, sales and merchandising, surveying technology). Some District occupational programs, however, prepare students for jobs or for occupations where few jobs exist and are not projected to exist in substantial numbers.

A Comparison of Occupational (Certificate) Programs Listed in the 1985-86 District Catalog and Projected Job Openings in Orange County by 1990

Occupational Programs Offered by District	Occupational Title*	Total Job Openings in Orange County by 1990	% of Change 1980 to 1990
Total Average Change			24.5
Accounting	Accounting Occupations	6152	37.1
	Bookkeeping Occupations	9463	22.0
Administration of Justice			
Law Enforcement	Sheriffs/Bailiffs	58	28.6
	Police/Detectives	1587	29.0
	U.S. Marshalls	2	33.3
Corrections	Correction Officers/Jailers	330	83.8
Supervisory			
Architectural Drafting	Architects	376	36.3
Automotive Mechanics			
General Auto Mech	Auto Mechanics	3090	28.1
Tune-Up			
Chasis			
Engine Service			
	Body Repairers	329	17.6
Banking and Finance			
Banking Operations	Bank Tellers	3139	29.0
Credit and Lending	Credit Analysis	261	44.7

*Occupational titles are based on the Occupational Employment Statistics Survey-Based Industry-Occupational Matrix (OES) system.

Occupational Programs Offered by District	Occupational Title	Total Job Openings in Orange County by 1990	% of Change 1980 to 1990
Business Management			
Business Management	Blue Collar Worker Supervisors	5071	21.5
Supervision	Buying Occupations	2168	23.1
	Managers, Restaurants	2503	30.2
	Other Managers/Administrators	36506	22.3
	All Other Managers	33982	21.8
	Stock and Bond Sales Agents	297	17.3
	Personnel and Employment Workers	1150	29.2
Cable Television			
Chemical Technology	Chemical Engineers	333	26.9
	Chemists	275	32.6
Child Development	Teachers, Preschool/Kindergarten	2151	13.1
Early Childhood Studies			
Infant/Toddler			
School Age			
Computer and Information			
Business Info Systems			
Business Programming/COBOL	Computer Programmers	2054	54.1
Business Programming/BASIC			
Computer Operations	System Analysts	1663	68.5
Microcomputer Applications			
Computer and Information			
Computer Science			
Digital Electronics			

Occupational Programs Offered by District	Occupational Title	Total Job Openings in Orange County by 1990	% of Change
Construction Technology			
Building Construction	Roofers	223	10.1
	Plasterers	100	- 7.7
	Plumbers/Pipefitters	781	9.2
	Cement Masons	478	12.8
	Brickmasons/Stonemasons	217	13.0
	Carpenters	2223	- 0.5
	Dry Wall Installers/Lathers	432	8.7
Construction Inspection	Construction Inspectors	351	38.2
Millwork and Cabinet	Cabinetmakers	338	8.8
Construction Management			
Consumer Services			
Cosmetology	Hairdressers/Cosmetologists	1752	21.3
Dental Assistant	Dental Hygienists/Assistants	1764	35.7
Drafting Technology	Drafters	2055	24.5
Educational Assistant	Teachers Aides/Ed Assistants	1248	12.8
Teacher Assistant			
Bilingual/Multicultural			
Special Education			
Interpreter for Deaf			
Electronic Technology	Electrical, Electronic Tech	3267	42.2
	Electricians	1157	10.4
	Electrical Engineers	5624	39.0
Emergency Medical Technician	Emergency Medical Technicans	19	60.0

Occupational Programs Offered by District	Occupational Title	Total Job Openings in Orange County by 1990	% of Change 1980 to 1990
Escrow			
	Title Examiners/Abstractors	53	27.4
	Title Searchers	70	28.1
Fashion Design and Custom Dress			
Fashion Design	Designers	951	23.5
Custom Dressmaking/Tailoring	Tailors	232	23.3
	Custom Sewers	68	26.1
	Sewing Machine Operators, Garmet	804	15.6
Fashion Merchandising			
Fashion Merchandising			
Color and Wardrobe			
Fashion Modeling			
Visual Fashion Merchandising	Fashion Coordinators	0	0.0
Fashion Reporting			
Foods			
Foods	Cooks, Institutional	834	9.2
	Cooks, Restaurant	2283	28.4
	Bakers, Bread/Pastry	432	25.1
	Bakers	429	28.3
Catering			
Food Service			
Geriatric Aide Training			
Gerontology			
General			
Special Delivery			

Occupational Programs Offered by District	Occupational Title	Total Job Openings in Orange County by 1990	% of Change 1980 to 1990
Graphic Communications			
Print Management			
Graphic Design			
Camera Stripping			
Computer Typesetting	Compositors/Typesetters	254	3.9
Offset Press	Press and Plate Printers	1014	22.7
Screen Printing	Screen/Stencil Printers/Setters	213	18.3
	Photoengravers/Lithographers	501	42.6
Home Economics			
Home Health Aide			
Human Services			
Generalist	Social Workers	1033	16.5
	Eligibility Workers, Welfare	511	28.6
	Social Services Aides	298	22.5
	Child Care Workers	688	11.8
Alcohol and Drug			
Psychiatric Technician			
Community Recreation			
Public Service Adminstration			
Family Services			
Aging			
Corrections and Criminal			
Eating Disorders			
Interior Design			
Home Furnishing			
Interior Design			
Journalism	Writers/Editors	564	27.4
	Reporters/Correspondents	153	34.1

Occupational Programs Offered by District	Occupational Title	Total Job Openings in Orange County by 1990	% of Change 1980 to 1990
Landscape Design	Gardeners/Groundskeepers	2457	24.7
Legal Assisting	Law Clerks	308	71.8
	Paralegal Personnel	535	195.4
Manufacturing Technology			
Numerical Control			
Process Control			
Computer Aided Drafting			
Computer Aided Design			
Marine Science Technology			
General			
Marine Biology			
Physical Geography	Oceanographers	0	0.0
Seamanship	Sailors/Deckhands	22	46.2
Media/Arts Technology			
Photo Media	Photographic Occupations	292	33.9
Radio Media	Radio, Television Announcers	31	23.6
Television Media			
	Motion Picture Narrator	3	25.0
Medical Assistant			
Medical Assistant	Medical Assistants	875	31.9
Clinical Lab Assistant	Medical Lab Assistants	494	32.6
	Medical Lab Technologists	580	33.9
Nursing Assistant/Acute Care	Nurses Aides/Orderlies	4488	33.9

Occupational Programs Offered by District	Occupational Title	Total Job Openings in Orange County by 1990	% of Change 1980 to 1990
Nursing			
Nursing Assistant			
Registered Nurse	Nurses, Professional	5669	36.8
Vocational Nurse	Licensed Practical Nurses	2323	28.3
Nutrition	Dieticians/Nutritionists	269	30.3
	Dietetic Technicians	4	40.0
Office Administration			
General	Clerical Supervisors	2706	30.2
General Secretarial	File Clerks/Related Workers	2496	27.2
	Payroll/Timekeeping Clerks	1028	23.6
	Statistical Clerks	1454	25.3
	Other Clerical Workers	22014	26.5
	Stenos/Secretaries/Typists	26363	31.7
	Keypunch Operators	677	- 8.0
	Other Office Clerical Workers	5145	30.9
	Other Plant Clerical Workers	607	17.9
	Office Machine Operators	3744	18.9
Legal Secretarial	Court Clerks	190	28.7
Word/Info Processing	Computer/Peripheral Equip Operators	1413	52.9
Administrative Assistant			
Certified Professional Sec			
Ornamental Horticulture			
General			
Nursery Practices and Man			
Pharmaceutical Technology	Pharmacy Helpers	108	32.9
Phlebotomist/Lab Assistant			

Occupational Programs Offered by District	Occupational Title	Total Job Openings in Orange County by 1990	% of Change 1980 to 1990
Printed Circuit Technology			
Psychiatric Technician	Psychiatric Aides	404	32.7
Real Estate	Appraisers	269	26.8
	Real Estate Agents/Brokers	3129	35.3
Recreational Assistant			
Recreational Assistant	Recreation Workers	561	27.3
Coaching Assistant	Sports Instructors	119	39.0
Sales and Merchandising			
Retailing	Buying Occupations	2186	23.1
	Miscellaneous Sales Workers	41460	27.0
Retail Management	Store Managers	4304	27.5
Retail Advertising Sales Promotion	Sales Managers	1115	27.5
Small Business Management			
Solar Energy Technology			
Surveying Technology	Survey Workers	1115	38.5
	Survey Helpers	88	24.4
	Surveyors	126	19.6
Travel Agency Operation	Travel Agents/Accomodation Appraisers	1399	90.2
	Travel Counselors	49	111.5
	Travel Clerks	27	50.0
	Travel Guides	71	39.7
	Ticket/Station/Express Agents	407	42.1
Welding Technology	Welders/Flame Cutters	926	11.6

III. JOB OPENINGS IN SELECTED OCCUPATIONS FOUND IN ORANGE COUNTY

Occupations in Orange County With at Least 500 Projected Job Openings by 1990
Not Addressed by Present District Programs

A significant number of job openings by 1990 is projected for several occupations found in Orange County that are not addressed by programs presently offered by the District. Following is a list of occupations projected to have at least 500 job openings. The percent of change for each category is also listed.

Total Job Openings in Orange County by 1990	Occupational Title	% of Change 1980 to 1990
1200	Bus Drivers	30.3
1000	Butchers/Meat Cutters	30.0
700	Commercial Artists	27.9
500	Drill Press Operators	11.3
600	Grinding Machine Operators, Metal	13.2
1200	Heavy Equipment Mechanics, Inc Diesel	19.3
800	Industrial Truck Operators	20.0
1900	Insurance Agents	35.3
1200	Lathe, Milling Machine Operators	13.0
500	Librarians and Related Workers	3.1
700	Machine Tool Operators, Combo	11.3
1900	Machinists	14.8
900	Office Machine Repair	77.9
1300	Opticians/Lens Grinders/Polish	40.1
500	Power Press Operators	11.4
600	Tool and Dye Makers	2.1
3800	Truck Drivers	23.8
900	Underwriters	38.4
500	Upholstering Occupations	26.8
500	X-Ray Technicians	33.7

IV. PROPOSED OCCUPATIONAL AND DEGREE PROGRAMS

Proposed Occupational and Degree Programs

Twenty-nine (29) occupational and degree programs have been proposed for implementation into the District's occupational and degree program offerings by 1988. Fifty-five (55) percent of the proposed programs are in the areas of engineering and related technology, and health. A list of proposed programs begins on page 21. Each entry includes the appropriate TOP Code, the proposed year of implementation, a rating of the need for each program based on the projected number of job openings in Orange County by 1990, and selected comments. Three (3) ratings were assigned to occupational programs to indicate the projected number of job openings: (1) few; (2) some; and (3) many.

The implementation of occupational programs related to new or emerging occupations (e.g., laser technology) should proceed with caution. According to Alta Yetter, Labor Market Analyst for Orange County, until job openings exist in such occupations with a number of employers, it is generally considered unwise to offer training programs because the need for such specialized workers is usually met by in-house training or by retraining existing personnel.

A Comparison of Proposed Occupational and Degree Programs
and Projected Job Openings in Orange County by 1990

TOP Code	Proposed Program	Projected Year of Implementation	Rating of Projected Number of Job Openings	Comments
0102.00	Agriculture Production			
0102.10	Livestock Management	1987	Few	Offered at twenty-four (24) community colleges in California, this program is offered mostly by colleges located in rural areas. The livestock industry in Orange County is rapidly disappearing.
0102.40	Plant Sciences	1986	Few	Offered at twenty-three (23) community colleges in California, this program is offered mostly by colleges located in rural areas.
0116.10	Equipment & Machinery, Gen	1987	Few	Offered at five (5) community colleges in California, this program is presently offered only by colleges located in rural areas.
0400.00	Biological Sciences			
0420.00	Ecology	1986	Few	Offered at eight (8) community colleges in California, this program is offered principally by colleges located in rural areas.
0500.00	Business and Management			
0510.10	International Trade	1986	Few	Offered at one (1) community college in California.
0516.00	Labor and Industrial Relations	1985	Few	Offered by twelve (12) community colleges in California.

TOP Code	Proposed Program	Projected Year of Implementation	Rating of Projected Number of Job Openings	Comments
0600.00	Communications			
0603.??	Telecommunications Tech	1985	Few	Not offered at any community college in California.
0800.00	Education			
0808.00	Special Education, General	1986	Many	Offered at ten (10) community colleges in California.
0900.00	Engineering and Related Technologies			
0934.80	Laser Technology	1986	Few	Offered at three (3) community colleges in California.
0936.00	Printing/Lithography, General	1986	Many	Offered at seventeen (17) community colleges in California.
0943.20	Bio-Medical Instrumentation	1986	Few	Offered at six (6) community colleges in California.
0945.40	Refrigeration Systems	1987	Some	Offered at ten (10) community colleges in California.
0948.30	Motorcycle, Outboard and Small Engines	1987	Many	Offered at thirteen (13) community colleges in California. There are no projected projected jobs related to outboard engines.
0950.30	Commercial Pilot	1984	Some	Offered at twenty-four (24) community colleges in California.
0952.10	Carpentry	1986	Many	Offered at thirteen (13) community colleges in California.
0954.20	Plastics	1986	Some	Offered at eight (8) community colleges in California.

TOP Code	Proposed Program	Projected Year of Implementation	Rating of Projected Number of Job Openings	Comments
0900.00	Engineering and Related Technologies (continued)			
0958.10	Water and Waste Management	1988	Some	Offered at eighteen (18) community colleges in California.
1200.00	Health			
1204.10	Dental Assistant	1985	Many	Offered at thirty-one (31) community colleges in California.
1204.20	Dental Hygienist	1986	Many	Offered at eleven (11) community colleges in California.
1207.30	Respiratory Therapy	1986	Some	Offered at twenty-one (21) community colleges in California.
1207.70	Surgical Technician/OR Nursing	1986	Few	Offered at one (1) community college in Califoria.
1215.00	Medical Record Librarianship	1986	Some	Offered at two (2) community colleges in California.
1225.00	Radiological Therapy	1986	Many	Offered at twenty-three (23) community colleges in California.
1225.10	Nuclear Therapy Technician	1986	Few	Offered at three (3) community colleges in California.
1300.00	Consumer Education and Home Economics			
1305.00	Family Relations and Child Development	1986	Many	Offered at thirty (30) community colleges in California.
1306.10	Food Management, Production Services, and Related Tech	1987	Many	Offered at eleven (11) community colleges in California.

TOP Code	Proposed Program	Projected Year of Implementation	Rating of Projected Number of Job Openings	Comments
1400.00	Law			
1401.10	Legal Assistant (Judicial Aide)	1986	Many	Offered at twenty (20) community colleges in California.
1900.00	Physical Sciences			
1913.00	Atmospheric Sciences	1987	Few	Offered at four (4) community colleges in California.
3000.00	Commercial Services			
3009.40	Recreation and Tourism	1987	Many	Offered at eleven (11) community colleges in California.

V. OCCUPATIONAL TRENDS IN ORANGE COUNTY

Occupational Trends for Selected Occupations Found in Orange County

What follows is the latest information on occupational trends related to fifty (50) occupations representative of occupations found in Orange County. Included are job-entry requirements, wages, and local sources of jobs. In addition, a brief description is presented regarding hiring trends for the occupations listed.

Note: This summary of occupational trends does not describe long-term trends or job projections. Furthermore, it does not measure the supply and demand for any specific occupation. Such data are not available.

The job titles and code numbers listed are taken from the Dictionary of Occupational Titles, 4th edition. Based on statewide trends, the data presented includes levels of training, education, and experience that employers usually desire. The wage rates given indicate the inter-quartile range—the wage range of the middle fifty (50) percent of all workers. Also listed are the types of industries or firms that usually provide the majority of local job opportunities for each occupation. Also included are employment trends based on the expansion or contraction of important sources of local employment (excluding turnover and worker retirements).

The information presented in this section was taken from Annual Planning Information: Anaheim-Santa Ana California [sic] PMSA (Orange County), 1985-1986.

Alphabetical Listing of Selected Occupations

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Accountant	31
Automobile-Body Repairer	39
Automobile Mechanic	38
Automobile-Service Station Attendant	41
Bookkeeper I	33
Carpenter	40
Cashier II	33
Clerk, General	33
Clerk-Typist	32
Cleaner, Commercial or Institutional	37
Cleaner, Housekeeping	36
Computer Operator	34
Cook	36
Data-Coder Operator	32
Dental Assistant	30
Dental-Laboratory Technician	38
Drafter, Mechanical	28
Electrician	39
Electronics Assembler	38
Electronics Mechanic	39
Electronics Technician	28
Groundskeeper, Industrial-Commercial	37
Guard, Security	37
Hotel Clerk	35
Machinist	37
Maintenance Mechanic	38
Manager, Food Service	31
Manager, Retail Store	31
Medical Assistant	30
Medical Laboratory Technician	29
Nurse Aide	36
Nurse, General Duty	29
Nurse, Licensed Practical (LVN)	30
Plumber	40
Programmer, Business	28
Programmer, Engineer and Science	29
Radiologic Technologist	29
Receptionist	34
Respiratory Therapist	30
Sales Clerk	35
Salesperson, General Merchandise	35
Secretary	32
Shipping and Receiving Clerk	34
Stock Clerk	34
Systems Analyst, Electronics Data Processing	28
Teller	33
Truck Driver, Heavy	40
Truck Driver, Light	41
Waiter/Waitress, Informal	35
Welder, Combination	39

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
ELECTRONICS TECHNICIAN 003.161-014 SEE GUIDE 60	MOST EMPLOYERS EXPECT APPLICANTS TO HAVE AN AA OR AS DEGREE IN ELECTRONICS TECHNOLOGY, OR EQUIVALENT TECHNICAL OR MILITARY TRAINING, IN ADDITION TO HIGH SCHOOL GRADUATION AND A SOLID BACKGROUND IN MATHEMATICS AND PHYSICAL SCIENCES. ABILITY TO WORK FROM SCHEMATIC DIAGRAMS, SKETCHES, AND VERBAL INSTRUCTION IMPORTANT.	$1,765-2,400 PER MONTH	GUIDED MISSILES COMPUTER MANUFACTURING ELECTRICAL MACHINERY MANUFACTURING RESEARCH AND DEVELOPMENT AGENCIES	JOB OPPORTUNITIES IN THIS FIELD ARE GREATLY INFLUENCED BY COMPUTER MANUFACTURING AND DEFENSE RELATED INDUSTRIES. OPPORTUNITIES APPEAR TO BE ON THE INCREASE, ESPECIALLY FOR DEFENSE RELATED CONTRACTS. THE FLUCTUATION OF THE COMPUTER MARKET MAY SLOW OVERALL GAINS, BUT GROWTH IS EXPECTED TO CONTINUE OVER THE NEXT YEAR.
DRAFTER, MECHANICAL 007.281-010 SEE GUIDE 338	HIGH SCHOOL EDUCATION PLUS TRAINING IN DRAFTING FROM A TRADE SCHOOL OR COLLEGE. MANY EMPLOYERS REQUIRE A FULL AA IN DRAFTING OR A PARTICULAR SPECIALIZED AREA OF DRAFTING. FOR ADVANCEMENT, A BA IN INDUSTRIAL DRAFTING AND DESIGN IS ADVISABLE. IN GENERAL, THE MORE FORMAL EDUCATION OBTAINED THE WIDER THE CHOICE OF JOBS AND BETTER THE PROSPECTS OF ADVANCEMENT.	$1,275-2,400 PER MONTH	ENGINEERING & ARCHITECTURE FIRMS ELECTRICAL MACHINERY MANUFACTURING GUIDED MISSILES GENERAL CONTRACTORS	JOB OPPORTUNITIES FOR DRAFTERS HAVE INCREASED DURING THE PAST YEAR AT A RATE SOMEWHAT SLOWER THAT ALL OTHER JOB OPPORTUNITIES IN THE COUNTY. GROWTH IS EXPECTED TO CONTINUE OVER THE NEXT YEAR AT A SLOW, STEADY RATE. CONTINUED EXPANSION IN THE CONSTRUCTION INDUSTRY MAY PROVIDE NEW OPPORTUNITIES FOR DRAFTERS. CAD EXPERIENCE IS OFTEN REQUIRED.
SYSTEMS ANALYST, ELECTRONIC DATA PROCESSING 012.167-066	COLLEGE GRADUATES GENERALLY SOUGHT AND GRADUATE DEGREES PREFERRED. BACKGROUND IN ACCOUNTING, BUSINESS MANAGEMENT, ECONOMICS, OR MATHEMATICS AND ENGINEERING, WITH FAMILIARITY WITH PROGRAMMING LANGUAGES. PRIOR WORK EXPERIENCE IMPORTANT.	$2,000-2,800 PER MONTH	COMPUTER PROGRAMMING FIRMS ACCOUNTING/AUDITING FIRMS COMPUTER MANUFACTURING RESEARCH & DEVELOPMENT FIRMS	THE NUMBER OF JOB OPPORTUNITIES FOR SYSTEMS ANALYSTS DURING THE PAST YEAR HAS GROWN AT A RATE EQUAL TO THE AVERAGE FOR ALL JOB OPPORTUNITIES IN THE COUNTY. THIS RATE IS EXPECTED TO SLOW THROUGH THE NEXT YEAR. CUTBACKS IN COMPUTER MANUFACTURING MAY ELIMINATE SOME OPPORTUNITIES IN THE INDUSTRY.
PROGRAMMER, BUSINESS 020.162-014 SEE GUIDE 81	USUALLY, A BA DEGREE IS REQUIRED, WITH A MAJOR IN BUSINESS ADMINISTRATION. ONE TO FIVE YEARS EXPERIENCE IN USING BUSINESS PROGRAMS SUCH AS COBOL OFTEN A REQUIREMENT. EXPERIENCE IN DATA BASE MANAGEMENT, REMOTE PROCESSING, VIRTUAL STORAGE AND THE USE OF MINI-COMPUTERS IS IMPORTANT.	$1,700-2,800 PER MONTH	COMPUTER PROGRAMMING FIRMS GUIDED MISSILES COMPUTER MANUFACTURING COLLEGES/UNIVERSITIES ACCOUNTING/AUDITING FIRMS	AS THE USE OF COMPUTERS EXPANDS, JOB OPPORTUNITIES FOR BUSINESS PROGRAMMERS WILL ALSO GROW. THE RATE OF GROWTH DURING THE PAST YEAR WAS SLIGHTLY BELOW THAT OF ALL JOB OPPORTUNITIES IN THE COUNTY, AND THIS SLOW, STEADY PACE IS EXPECTED TO CONTINUE THROUGH 1986.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
PROGRAMMER, ENGINEERING AND SCIENCE 020.167-022 SEE GUIDE 81	HAVE BACHELOR'S DEGREE WITH A MAJOR IN ENGINEERING OR COMPUTER SCIENCE USUALLY REQUIRED. ONE TO FIVE YEARS EXPERIENCE IS USUALLY REQUIRED IN SCIENTIFIC PROGRAM LANGUAGES SUCH AS FORTRAN AND THE VARIOUS ASSEMBLY LANGUAGES. ABILITY TO WORK WITH EITHER LARGE-SCALE SYSTEMS OR MINI-COMPUTERS IMPORTANT.	$1,700-2,800 PER MONTH	COMPUTER PROGRAMMING FIRMS COMPUTER MANUFACTURING GUIDED MISSILES RESEARCH & DEVELOPMENT FIRMS	ENGINEERING AND SCIENTIFIC PROGRAMMERS HAVE ABOUT ONE-HALF THE NUMBER OF JOB OPPORTUNITIES AS BUSINESS PROGRAMMERS IN THE COUNTY; HOWEVER, THE GROWTH RATE WAS AT A SOMEWHAT FASTER RATE FOR ENGINEERING PROGRAMMERS. CONTINUED EXPANSION IS EXPECTED OVER NEXT YEAR AT ABOUT THE SAME RATE OF GROWTH.
NURSE, GENERAL DUTY 075.374-010 SEE GUIDE 29	CANDIDATES MUST COMPLETE A TWO- TO FOUR-YEAR ACCREDITED PROFESSIONAL NURSING PROGRAM AND PASS THE EXAMINATION GIVEN BY THE STATE BOARD OF REGISTERED NURSING.	$1,700-2,700 PER MONTH	HOSPITALS NURSES REGISTRIES CONVALESCENT HOMES/ HOSPITALS MEDICAL CLINICS	BECAUSE OF MANY CHANGES OCCURRING IN THE MEDICAL FIELD, MANY HOSPITALS ARE CUTTING BACK ON THE NUMBER OF NURSES IN THEIR EMPLOY. THIS DECLINE IN JOB OPPORTUNITIES FOR NURSES IN HOSPITALS AND OTHER MEDICAL RELATED INDUSTRIES IS EXPECTED TO CONTINUE OVER THE NEXT YEAR.
RADIOLOGIC TECHNOLOGIST 078.362-026 SEE GUIDE 89	MUST BE LICENSED BY THE STATE DEPARTMENT OF HEALTH SERVICES. REQUIREMENTS INCLUDE COMPLETION OF A STATE-APPROVED TRAINING PROGRAM AND A WRITTEN EXAMINATION IN EITHER DIAGNOSTIC OR THERAPEUTIC TECHNOLOGY. TWO TO THREE-YEAR TRAINING PROGRAMS ARE CONDUCTED BY COMMUNITY COLLEGES, UNIVERSITIES, AND HOSPITALS. PROSPECTIVE STUDENTS ARE EXPECTED TO HAVE STRONG BACKGROUND IN SCIENCE AND MATHEMATICS, BE HEALTHY, AND HAVE MODERATE STRENGTH, GOOD VISION, AND MANUAL DEXTERITY.	$6.00-9.00 PER HOUR	HOSPITALS DOCTORS OFFICES MEDICAL CLINICS	JOB OPPORTUNITIES FOR RADIOLOGIC TECHNOLOGISTS GREW AT A VERY SLOW RATE OVER THE PAST YEAR. A SMALL DECLINE IS EXPECTED IN THE COMING YEAR, FOLLOWING THE PATTERN OF THE MEDICAL INDUSTRY.
MEDICAL-LABORATORY TECHNICIAN 078.381-014	EMPLOYERS GENERALLY REQUIRE 2 YEARS OF POST SECONDARY SCHOOL TRAINING IN A JUNIOR OR 4-YEAR COLLEGE, IN THE ARMED FORCES, OR IN PRIVATE, NONPROFIT VOCATIONAL AND TECHNICAL SCHOOLS. LABORATORY TECHNICIANS ARE CERTIFIED BY THE NATIONAL CERTIFICATION AGENCY FOR MEDICAL LABORATORY PERSONNEL.	$5.25-7.50 PER HOUR	MEDICAL LABORATORIES HOSPITALS	FOLLOWING THE TREND OF INDUSTRIES RELATED TO MEDICINE AND HEALTH CARE, JOB OPPORTUNITIES FOR MEDICAL LAB TECHS DECLINED OVER THE PAST YEAR. THIS PATTERN IS EXPECTED TO CONTINUE DURING THE COMING YEAR.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
RESPIRATORY THERAPIST 079.361-010 SEE GUIDE 454	CERTIFICATION IS THE MINIMUM QUALIFICATION FOR ENTRY. ENTRY REQUIREMENTS FOR THE CERTIFICATION EXAM ARE: COMPLETION OF AN A.M.A.-APPROVED ONE-YEAR TRAINING PROGRAM AND A ONE-YEAR PROGRAM OF CLINICAL EXPERIENCE. CANDIDATES MUST PROVE HIGH SCHOOL GRADUATION AND HOLD A REGISTERED RESPIRATORY THERAPIST CREDENTIAL. NEED DEXTERITY AND MECHANICAL APTITUDE.	$1,400-2,200 PER MONTH	HOSPITALS	FOLLOWING THE TREND OF MOST HOSPITAL JOBS, OPPORTUNITIES FOR RESPIRATORY THERAPISTS WILL CONTINUE TO DECLINE. THIS TREND IS EXPECTED TO PERSIST DURING THE NEXT YEAR.
MEDICAL ASSISTANT 079.367-010 SEE GUIDE 513	HIGH SCHOOL DIPLOMA OR GED CERTIFICATE. HELPFUL HIGH SCHOOL COURSES INCLUDE ENGLISH, MATHEMATICS, BIOLOGY, AND OFFICE PRACTICES. SOME PHYSICIANS WILL TRAIN EMPLOYEES ON THE JOB. HOWEVER, MOST PREFER TO HIRE THOSE WHO HAVE COMPLETED AN ACCREDITED MEDICAL ASSISTING PROGRAM.	$700-1,300 PER MONTH	DOCTORS OFFICES MEDICAL CLINICS	GROWTH IN JOB OPPORTUNITIES FOR MEDICAL ASSISTANTS HAS INCREASED AT A VERY SLOW RATE. NO SIGNIFICANT INCREASES ARE EXPECTED DURING THE NEXT YEAR.
DENTAL ASSISTANT 079.371-010 SEE GUIDE 27	MOST EMPLOYERS PREFER APPLICANTS WHO HAVE COMPLETED A VOCATIONAL OR PRIVATE TRAINING-SCHOOL COURSE, OR A ONE-OR TWO-YEAR COMMUNITY COLLEGE ACCREDITED COURSE. APPLICANTS MUST PASS BOTH A WRITTEN AND PRACTICAL EXAMINATION ADMINISTERED BY THE STATE.	$5.50-10.00 PER HOUR	DENTISTS OFFICES	JOB OPPORTUNITIES FOR DENTAL ASSISTANTS HAVE SHOWN LITTLE GROWTH DURING THE PAST YEAR. NO CHANGE IS EXPECTED FOR THE COMING YEAR.
NURSE, LICENSED PRACTICAL 079.374-014 SEE GUIDE 313	GRADUATION FROM A STATE-APPROVED SCHOOL OF VOCATIONAL NURSING--NORMALLY A TWO-YEAR COURSE. MUST PASS A LICENSING EXAM ADMINISTERED BY THE STATE BOARD OF VOCATIONAL NURSE AND PSYCHIATRIC TECHNICIAN EXAMINERS.	$860-1,680 PER MONTH	HOSPITALS CONVALESCENT HOMES/ HOSPITALS MEDICAL CLINICS	CONTINUED CUTBACKS IN HOSPITAL EMPLOYMENT HAVE HAD A NEGATIVE EFFECT UPON JOB OPPORTUNITIES FOR LVNS. THIS DECLINE IN GROWTH IS EXPECTED TO CONTINUE OVER THE NEXT YEAR, WITH FEWER JOB OPPORTUNITIES AVAILABLE.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
ACCOUNTANT 160.167-010 SEE GUIDE 1	A BA WITH A MAJOR IN ACCOUNTING IS THE MINIMUM EDUCATIONAL REQUIREMENT. PERSONS WITH NON-BUSINESS UNDERGRADUATE MAJORS NEED MASTER'S DEGREES IN ACCOUNTING. C.P.A. FIRMS GENERALLY EXPECT A GRADE-POINT AVERAGE OF 3.0 OR HIGHER. C.P.A.'S MUST HOLD A CERTIFICATE ISSUED BY THE STATE BOARD OF ACCOUNTANCY.	$1,500-2,800 PER MONTH	ACCOUNTING/AUDITING FIRMS CREDIT AGENCIES INSURANCE BUSINESS MANAGEMENT FIRMS BANKING HOTELS/MOTELS FEDERAL GOVERNMENT	OVERALL GROWTH IN JOB OPPORTUNITIES FOR ACCOUNTANTS HAVE BEEN AT A SLIGHTLY LOWER RATE THAN THAT FOR ALL OTHER OCCUPATIONS IN THE COUNTY. A SIGNIFICANT NUMBER OF THESE OPPORTUNITIES (ABOUT 30 PERCENT) ARE FOUND IN ACCOUNTING AND AUDITING FIRMS. A STEADY BUT SLOW GROWTH RATE IS EXPECTED TO CONTINUE OVER THE NEXT YEAR.
MANAGER RETAIL STORE 185.167-046 SEE GUIDE 242	SOME COMPANIES REQUIRE A COLLEGE DEGREE FOR ENTRY TO THEIR TRAINING PROGRAMS, WHILE OTHERS SPECIFY A MINIMUM OF 2 YEARS OF COLLEGE, INCLUDING ENGLISH, ARITHMETIC, ACCOUNTING, BOOKKEEPING, AND MERCHANDISING. MANY LARGE FIRMS HAVE SYSTEMATIC TRAINING PROGRAMS FOR MANAGER TRAINEES.	$1,500-2,000 PER MONTH	GROCERY STORES CLOTHING STORES HOME FURNISHING STORES GASOLINE STATIONS APPLIANCE STORES	JOB OPPORTUNITIES FOR RETAIL STORE MANAGERS CONTINUES TO GROW, KEEPING UP WITH THE AVERAGE GROWTH RATE FOR ALL JOBS IN THE COUNTY. THIS TREND IS EXPECTED TO CONTINUE INTO THE NEXT YEAR.
MANAGER, FOOD SERVICE 187.167-106 SEE GUIDE 503	MOST COMPANIES MAKE A SELECTION FROM CANDIDATES WHO HAVE WORKED FOR THE COMPANY IN ANOTHER POSITION. THEY LOOK FOR CANDIDATES WHO HAVE 3 OR 4 YEARS OF STEADY, RESPONSIBLE WORK EXPERIENCE WHO ALSO HAVE GOOD INTERPERSONAL SKILLS. COLLEGE-LEVEL TRAINING IN RESTAURANT MANAGEMENT OR A CLOSELY RELATED FIELD AND SOME SUPERVISORY EXPERIENCE IN RESTAURANTS IS HIGHLY DESIRABLE.	$1,000-1,600 PER MONTH	RESTAURANTS HOTELS/MOTELS	TOURISM CONTINUES TO BE A HIGH-GROWTH INDUSTRY IN THE COUNTY. AS NEW RESTAURANTS AND HOTELS ARE ADDED, MORE JOB OPPORTUNITIES WILL BECOME AVAILABLE FOR WORKERS IN THESE FIELDS. MODERATE GROWTH WILL CONTINUE INTO 1986.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
SECRETARY 201.362-030 SEE GUIDE 128	TYPING SPEED OF 60 WPM, AND ABILITY TO TAKE ACCURATE DICTATION AT 80-110 WPM. WORD-PROCESSING EXPERIENCE IS OFTEN NEEDED.	$1,450-1,850 PER MONTH	INSURANCE TEMPORARY EMPLOYMENT AGENCIES COLLEGES/UNIVERSITIES REAL ESTATE AGENCIES CREDIT AGENCIES GUIDED MISSILES NON-PROFIT AGENCIES	JOB OPPORTUNITIES FOR SECRETARIES ARE FOUND IN ALL INDUSTRIES IN THE LOCAL LABOR MARKET. OPPORTUNITIES FOR SECRETARIES IN THE TEMPORARY EMPLOYMENT AGENCIES GREW AT A PACE OF ABOUT THREE TIMES THAT OF THE TOTAL RATE FOR ORANGE COUNTY. MANY OPPORTUNITES EXIST IN THE INSURANCE AND FINANCE RELATED INDUSTRIES. SOME OF THE MORE TRADITIONAL SECTORS OF EMPLOYMENT FOR SECRETARIES, SUCH AS HOSPITALS, PUBLIC SCHOOLS AND OTHER GOVERNMENT AGENCIES SHOW A REDUCED NUMBER OF OPENINGS. OVERALL GROWTH FOR THIS OCCUPATION IS SLIGHTLY ABOVE THAT OF THE AVERAGE GROWTH OF ALL OTHER OCCUPATIONS IN THE COUNTY. THIS PATTERN IS EXPECTED TO CONTINUE IN THE NEXT YEAR.
CLERK-TYPIST 203.362-010 SEE GUIDE 20	EMPLOYERS USUALLY REQUIRE HIGH SCHOOL GRADUATION OR EQUIVALENT. ACCURATE TYPING AT 45-65 WPM, WITH GENERAL OFFICE EXPERIENCE PREFERRED. WORD-PROCESSING EXPERIENCE HELPFUL.	$985-1,250 PER MONTH	TEMPORARY EMPLOYMENT AGENCIES LIBRARIES INSURANCE COLLEGES/UNIVERSITIES BANKING	JOB OPPORTUNITIES FOR CLERK-TYPISTS EXPANDED THE GREATEST IN THE TEMPORARY EMPLOYMENT AGENCIES. AVERAGE GROWTH OCCURED IN OTHER INDUSTRIES SUCH AS INSURANCE AND FINANCE. LOCAL GOVERNMENT AGENCIES SHOWED A SLIGHT INCREASE, REVERSING THE TREND OF THE PAST FEW YEARS. CONTINUED GROWTH AT A MODERAGE RATE IS EXPECTED DURING THE COMING YEAR.
DATA-CODER OPERATOR 203.582-026	TYPING 40-50 WPM GENERALLY REQUIRED. MANY EMPLOYERS REQUIRE 6 MONTHS TO 1 YEAR EXPERIENCE. MUST HAVE GOOD EYESIGHT FINGER DEXTERITY, READING ABILITY & CLERICAL APTITUDE; BE DETAIL MINDED & WILLING TO DO REPETITIVE WORK. KNOWLEDGE OF CLERICAL TASKS SUCH AS FILING, PHONE ANSWERING, & ABILITY TO OPERATE CALCULATOR HELPFUL.	$1,125-1,400 PER MONTH	BANKING COMPUTER PROGRAMMING FIRMS ACCOUNTING/AUDITING FIRMS GUIDED MISSILES COLLEGES/UNIVERSITIES TEMPORARY EMPLOYMENT AGENCIES	MANY COMPANIES ARE MAKING MORE USE OF COMPUTERS AND THE OPPORTUNITIES FOR DATA CODER OPERATORS HAVE INCREASED IN THE PAST YEAR. THIS TREND IS EXPECTED TO CONTINUE IN THE NEXT YEAR.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
CLERK, GENERAL 209.562-010 SEE GUIDE 29	HIGH SCHOOL GRADUATION AND KNOWLEDGE OF OFFICE PRACTICES PREFERRED. JOBS FREQUENTLY REQUIRE TYPING AND/OR BOOKKEEPING SKILLS.	$890-1,400 PER MONTH	CREDIT AGENCIES COLLEGES/UNIVERSITIES TELEPHONE COMPANIES BUSINESS SERVICE FIRMS GUIDED MISSILES HOSPITALS INSURACE TEMPORARY EMPLOYMENT AGENCIES	GROWTH IN JOB OPPORTUNITIES FOR GENERAL CLERKS HAS REMAINED AT A STEADY PACE DURING THE PAST YEAR. FOLLOWING THE TREND IN MANY OF THE CLERICAL OCCUPATIONS, HIGHER THAN AVERAGE GROWTH HAS OCCURRED IN EMPLOYMENT AGENCIES OFFERING TEMPORARY HELP. ESTIMATES FOR THE COMING YEAR INDICATE OPPORTUNITIES WILL INCREASE ON A LEVEL WITH THE PAST YEAR.
BOOKKEEPER I 210.382-014 SEE GUIDE 26	PREFERENCE GIVEN TO INDIVIDUALS WHO HAVE COMPLETED BUSINESS SCHOOL, COMMUNITY COLLEGE, OR WHO HAVE PREVIOUS BOOKKEEPING EXPERIENCE. SOME EMPLOYERS LOOK FOR TWO TO FIVE YEARS FULL-CHARGE EXPERIENCE. KNOWLEDGE OF COMPUTER BOOKKEEPING SYSTEM IS SOMETIMES REQUIRED.	$1,300-1,750 PER MONTH	ACCOUNTING/AUDITING FIRMS CREDIT AGENCIES RESTAURANTS INSURANCE TEMPORARY EMPLOYMENT AGENCIES MACHINE MANUFACTURING	JOB OPPORTUNITES FOR BOOKKEEPERS HAVE KEPT PACE WITH THE OVERALL AVERAGE FOR THE COUNTY DURING THE PAST YEAR. MOST NOTICABLE GROWTH OCCURRED IN THE TEMPORARY EMPLOYMENT AGENCIES AND THIS TREND IS EXPECTED TO CONTINUE OVER THE NEXT TWO YEARS.
TELLER 211.362-018 SEE GUIDE 109	HIGH SCHOOL GRADUATION OR EQUIVALENT, CASHIERING OR CLERICAL AND PUBLIC CONTACT EXPERIENCE ARE PREFERRED. MUST BE BONDABLE.	$650-1,300 PER MONTH	BANKING CREDIT AGENCIES	ALL JOB OPPORTUNITES FOR TELLERS ARE FOUND IN THESE TWO INDUSTRIES. THE RATE OF GROWTH OVER THE PAST YEAR WAS SOMEWHAT BELOW THE AVERAGE GROWTH FOR ALL JOBS IN THE COUNTY. THIS IS EXPECTED TO DECLINE OVER NEXT YEAR AS MORE AND MORE BANKS ENCOURAGE THE USE OF AUTOMATIC TELLER MACHINES AND ELIMINATE TELLER POSITIONS.
CASHIER II 211.462-010 SEE GUIDE 31	HIGH SCHOOL GRADUATION OR EQUIVALENT, CLERICAL SKILLS, AND CASH REGISTER EXPERIENCE PREFERRED.	$3.35-7.00 PER HOUR	DEPARTMENT STORES GROCERY STORES AMUSEMENT PARKS CREDIT AGENCIES HOTELS/MOTELS	JOB OPPORTUNITIES FOR CASHIERS EXPANDED AT A SLOWER THAN AVERAGE RATE FOR ALL JOBS IN THE COUNTY DURING THE PAST YEAR. LIMITED GROWTH IS EXPECTED IN DEPARTMENT AND GROCERY STORES, WHILE OTHER LISTED INDUSTRIES WILL REMAIN ABOUT THE SAME DURING THE NEXT YEAR.

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OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
COMPUTER OPERATOR 213.362-010 SEE GUIDE 299	APPLICANTS PREFERRED WITH SOME COLLEGE AND TRAINING IN MATH AND BUSINESS DATA PROCESSING, ESPECIALLY IN JOB CONTROL LANGUAGE (J.C.L.). USUALLY NECESSARY. EMPLOYERS USUALLY REQUIRE AT LEAST SIX MONTHS TO TWO YEARS OF EXPERIENCE IN THEIR BRAND OF HARDWARE AND ON THEIR SPECIFIC OPERATING SYSTEM. APPLICANTS ARE GIVEN TESTS COVERING APTITUDE AND KNOWLEDGE OF EQUIPMENT AND TERMINOLOGY.	$1,445-1,775 PER MONTH	COMPUTER PROGRAMMING FIRMS BANKING ACCOUNTING/AUDITING FIRMS GUIDED MISSILES COLLEGES/UNIVERISITES	COMPUTER OPERATOR JOB OPPORTUNITIES HAVE KEPT PACE WITH MOST OTHER JOBS IN THE COUNTY DURING THE PAST YEAR. THE NUMBER OF OPPORTUNITIES OVER THE NEXT YEAR IS ANTICIPATED TO REMAIN CONSTANT, WITH A FEW ADDITIONAL OPPORTUNITIES IN COMPUTER PROGRAMMING SERVICE FIRMS.
SHIPPING-AND-RECEIVING CLERK 222.387-050 SEE GUIDE 63	HIGH SCHOOL GRADUATION OR EQUIVALENT PREFERRED. GOOD CLERICAL AND MATH SKILLS, ALONG WITH PHYSICAL STRENGTH ARE REQUIRED. MANY EMPLOYERS LOOK FOR APPLICANTS WITH INVOICE EXPERIENCE, KNOWLEDGE OF SHIPPING METHODS, AND ABILITY TO OPERATE FORKLIFT.	$6.30-9.55 PER HOUR	ELECTRICAL MACHINERY MANUFACTURING DEPARTMENT STORES WHOLESALE OUTLETS PLASTIC PRODUCTS MANUFACTURING ALL OTHER TYPES OF MANUFACTURING	BECAUSE OF THE EXPANSION IN MANUFACTURING INDUSTRIES, JOB OPPORTUNITES FOR SHIPPING AND RECEIVING CLERKS GREW DURING THE PAST YEAR. EXPANSION IS EXPECTED TO CONTINUE NEXT YEAR, BUT AT A SLOWER PACE AS MANUFACTURING SLOWS IN GROWTH.
STOCK CLERK 222.387-058 SEE GUIDE 74	HIGH SCHOOL GRADUATION OR EQUIVALENT PREFERRED. SOME EMPLOYERS REQUIRE APPLICANT TO BE BONDED AND TO HAVE A DRIVER'S LICENSE.	$6.20-9.50 PER HOUR	WHOLESALE OUTLETS GROCERY STORES DEPARTMENT STORES DRUG STORES	GROWTH IN JOB OPPORTUNITIES FOR STOCK CLERKS HAS KEPT PACE WITH THE OVERALL OPENINGS FOR THE COUNTY. THERE ARE SOME JOB OPPORTUNITIES IN ALMOST ALL PHASES OF MANUFACTURING , IN ADDITION TO THE INDUSTRIES LISTED. CONTINUED GROWTH OVER THE NEXT YEAR IS ANTICIPATED.
RECEPTIONIST 237.367-038 SEE GUIDE 21	HIGH SCHOOL GRADUATION OR EQUIVALENT PREFERRED. SHOULD BE ABLE TO TYPE 40 WPM ACCURATELY, AND OPERATE ADDING, AND CALCULATING MACHINES, AND HAVE PBX EXPERIENCE. BILINGUAL ABILITY IS OFTEN AN ADVANTAGE.	$1,030-1,250 PER MONTH	DOCTORS OFFICES TEMPORARY EMPLOYMENT AGENCIES DENTISTS OFFICES CHIROPRACTORS OFFICES OTHER MEDICAL OFFICES	JOB OPPORTUNITIES FOR RECEPTIONISTS ARE FOUND IN A WIDE VARIETY OF INDUSTRIES THROUGHOUT THE COUNTY. THE RATE OF GROWTH DURING THE PAST YEAR WAS AVERAGE IN COMPARISON WITH OTHER JOBS IN THE COUNTY. THIS RATE IS EXPECTED TO PARALLEL THE SLOWER GROWTH PROJECTED FOR OVERALL EMPLOYMENT DURING THE COMING YEAR.

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ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
HOTEL CLERK 238.362-010 SEE GUIDE 70	EMPLOYERS PREFER HIGH SCHOOL GRADUATES WHO HAVE CLERICAL APTITUDE AND TRAINING, PARTICULARLY IN TYPING, BOOKKEEPING AND OFFICE MACHINES. BILINGUAL SKILLS ARE AN ASSET. NEATNESS, PATIENCE, POISE, AND A FRIENDLY AND COURTEOUS MANNER IN DEALING WITH THE PUBLIC ARE IMPORTANT PERSONAL TRAITS.	$4.50-9.00 PER HOUR	HOTELS/MOTELS	ALMOST ALL JOB OPPORTUNITIES FOR THIS OCCUPATION OCCUR IN THE HOTEL/MOTEL INDUSTRY, WHICH IS EXPANDING AT THIS TIME. AS IN MOST TOURIST RELATED INDUSTRIES, MORE OPENINGS ARE AVAILABLE DURING THE SUMMER SEASON. PART-TIME AND ON CALL WORK IS AVAILABLE. CONTINUED GROWTH AT A MODERATE RATE IS EXPECTED OVER THE NEXT YEAR.
SALESPERSON, GENERAL MERCHANDISE 279.357-054	HIGH SCHOOL GRADUATION OR EQUIVALENT PREFERRED. SOME EXPERIENCE HELPFUL, BUT EMPLOYERS WILL TRAIN. MUST BE BONDABLE.	$3.35-4.00 PER HOUR	DEPARTMENT STORES CLOTHING/SPECIALTY STORES DRUG STORES LIQUOR STORES	JOB OPPORTUNITIES FOR GENERAL MERCHANDISE SALESPERSONS INCREASED DURING THE PAST YEAR AS RETAIL SALES MADE MODEST GAINS. THE GROWTH RATE IN THE COMING YEAR IS EXPECTED TO REMAIN AT A STEADY PACE, WITH MORE OPPORTUNITIES IN DEPARTMENT STORES THAN OTHER RETAIL OUTLETS.
SALES CLERK 290.477-014	POISE, ALERTNESS, AND TACT, TOGETHER WITH A NEAT WELL-GROOMED APPEARANCE AND A PLEASANT PERSONALITY ARE ESSENTIAL. ABILITY TO COMMUNICATE EFFECTIVELY, ACCURACY IN ARITHMETIC AND HONESTY ARE ALSO NECESSARY. EXPERIENCE IN OPERATING A CASH REGISTER, MAKING CHANGE, OR HANDLING MONEY IS HELPFUL.	$3.35-3.85 PER HOUR	DEPARTMENT STORES DRUG STORES APPAREL/ACCESSORIES STORES LIQUOR STORES OTHER RETAIL STORES	GROWTH IN THE RETAIL TRADE INDUSTRY HAS CREATED JOB OPPORTUNITIES FOR SALES CLERKS DURING THE PAST YEAR. GROWTH IN THIS OCCUPATION IS EXPECTED TO EXPAND AT A SLOW, STEADY PACE DURING THE COMING YEAR.
WAITER/ WAITRESS, INFORMAL 311.477-030 SEE GUIDE 42	OFTEN, EMPLOYERS REQUIRE OR PREFER WAITER AND WAITRESS JOB APPLICANTS WHO HAVE PREVIOUS EXPERIENCE. MUST BE ABLE TO DO SIMPLE MATH, READ AND WRITE, FOLLOW DIRECTIONS, AND BE ON ONE'S FEET FOR AN ENTIRE WORKSHIFT.	$3.35 PER HOUR PLUS TIPS	RESTAURANTS/BARS HOTELS/MOTELS AMUSEMENT PARKS	TOURISM IS AN IMPORTANT INDUSTRY IN THIS COUNTY, AND GROWTH IN OCCUPATIONS RELATED TO THE INDUSTRY HAS EXPANED DURING THE PAST YEAR. THIS TREND IS EXPECTED TO CONTINUE WITH THE ADDITION OF SOME NEW FACILITIES IN THE COUNTY DURING THE COMING YEAR.

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ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
COOK 313.361-014 SEE GUIDE 93	EMPLOYERS REQUIRE EITHER ON-THE-JOB TRAINING EXPERIENCE OR FORMAL SCHOOLING THROUGH APPRENTICESHIP, COMMUNITY COLLEGE, OR CORPORATE TRAINING. DINNER HOUSES USUALLY REQUIRE 3-5 YEARS OF EXPERIENCE PLUS SPECIALIZED EXPERIENCE.	$3.65-15.00 PER HOUR	RESTAURANTS HOTELS/MOTELS HOSPITALS AMUSEMENT PARKS CONVALESCENT HOMES/ HOSPITALS	JOB OPPORTUNITIES FOR COOKS INCREASED AT A RATE FASTER THAN THAT FOR OTHER JOBS IN THE COUNTY DURING THE PAST YEAR. THIS WAS DUE TO THE INCREASE THE TOURIST-RELATED INDUSTRIES. THIS TREND OF GROWTH IS EXPECTED TO CONTINUE AS NEW FACILITIES ARE ADDED IN THE NEXT YEAR.
CLEANER, HOUSEKEEPING 323.687-014	MANY ARE TRAINED ON THE JOB BUT EXPERIENCE IS STRONGLY PREFERRED IN MAINTAINING PREMISES OF COMMERCIAL ESTABLISHMENTS SUCH AS HOTELS, RESTAURANTS, ETC.	$3.35-4.50 PER HOUR	HOTELS/MOTELS TEMPORARY EMPLOYMENT AGENCIES RESTAURANTS	OVER 85 PERCENT OF THE JOB OPPORTUNITIES OCCUR IN THE HOTEL/MOTEL INDUSTRY AND THIS INDUSTRY IS GROWING RAPIDLY IN THE COUNTY. MORE JOBS ARE AVAILABLE DURING THE HEAVY TOURIST SEASON (SUMMER) AND PART-TIME/ ON CALL WORK IS AVAILABLE. GROWTH IS EXPECTED TO CONTINUE AT A SLOWER RATE OVER THE NEXT TWO YEARS.
NURSE AIDE 355.674-014 SEE GUIDE 442	APPLICANTS ARE HIRED BASED ON A COMBINATION OF EXPERIENCE, TRAINING AND CERTIFICATION, AND DEMONSTRATED CAPABILITY. HIGH SCHOOL GRADUATION IS PREFERRED BUT NOT REQUIRED BY MANY EMPLOYERS. A MEDICAL EXAMINATION IS REQUIRED BY MOST EMPLOYERS. EMPLOYMENT IN EXTENDED CARE AND SKILLED NURSING FACILITIES REQUIRES AT LEAST SIX MONTHS' EXPERIENCE IN A SIMILAR FACILITY. COMPLETION OF A FORMAL NURSING COURSE, COMMUNITY COLLEGE OR HOSPITAL-AFFILIATED SCHOOL, AND A STATE-APPROVED WORK STUDY PROGRAM LEADING TOWARD CERTIFICATION AS NURSING ASSISTANT.	$3.50-8.25 PER HOUR	HOSPITALS CONVALESCENT HOMES/ HOSPITALS	CUTBACKS IN HOSPITAL EMPLOYMENT HAVE GREATLY AFFECTED JOB OPPORTUNITIES FOR NURSE AIDES. EMPLOYMENT DURING THE PAST YEAR THE SAME AS THE PREVIOUS YEAR. A DECLINE IN JOB OPPORTUNITIES IS EXPECTED IN THE NEXT YEAR AS MEDICAL CUTBACKS CONTINUE. HIGH TURNOVER CREATES MANY OPENINGS IN CONVALESCENT HOSPITALS.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
GUARD, SECURITY 372.677-034 SEE GUIDE 75	MUST HAVE HOME PHONE, DRIVER'S LICENSE, AND TRANSPORTATION. MUST BE BONDABLE. SOME JOBS REQUIRE A GUN LICENSE ISSUED BY THE STATE BUREAU OF COLLECTION AND INVESTIGATIVE SERVICES. HIGH SCHOOL GRADUATION, PRIOR EXPERIENCE, MILITARY EXPERIENCE, OR COURSE WORK IN LAW ENFORCEMENT AT COMMUNITY COLLEGE PREFERRED.	$3.75-10.00 PER HOUR	PRIVATE SECURITY FIRMS AMUSEMENT PARKS HOTELS/MOTELS DEPARTMENT STORES	SOME GAINS IN JOB OPPORTUNITIES HAVE BEEN MADE DURING THE PAST YEAR. PRIVATE SECURITY COMPANIES CONTINUE TO PROVIDE OVER HALF OF THE EMPLOYMENT FOR GUARDS. THE GROWTH RATE IS EXPECTED TO MAINTAIN A SLOW, STEADY PACE DURING THE NEXT YEAR.
CLEANER, COMMERCIAL OR INSTITUTION 381.687-014	EMPLOYERS PREFER THOSE WITH ABILITY TO DO STRENUOUS WORK, READ AND FOLLOW DIRECTIONS, AND WORK INDEPENDENTLY. MANY JOBS REQUIRE WORKERS TO BE BONDABLE. A DRIVER'S LICENSE, AND A CAR. SOME TRAINING PROGRAMS AVAILABLE, BUT MOST ARE TRAINED ON THE JOB.	$4.50-8.00 PER HOUR	BUILDING SERVICES FIRMS PUBLIC SCHOOLS RESTAURANTS HOTELS/MOTELS COLLEGES/UNIVERSITIES	ABOUT ONE OUT OF FIVE JOB OPPORTUNITIES FOR COMMERCIAL CLEANERS EXIST IN THE BUILDING SERVICE FIRMS. THE GROWTH RATE NEXT YEAR IS EXPECTED TO REMAIN AT A SLOWER THAN AVERAGE RATE. GOVERNMENT CUTBACKS ARE STILL AFFECTING THE NUMBER OF JOB OPPORTUNITIES IN PUBLIC SCHOOLS, WITH GROWTH EXPECTED TO REMAIN STABLE IN THIS INDUSTRY GROUPING.
GROUNDSKEEPER, INDUSTRIAL-COMMERCIAL 406.684-014 SEE GUIDE 320	EMPLOYER HIRING STANDARDS USUALLY REQUIRE THAT THE JOB APPLICANT BE IN EXCELLENT PHYSICAL CONDITION, BE ABLE TO DO HEAVY PHYSICAL WORK, AND BE ABLE TO FOLLOW DIRECTIONS. FOR SOME JOBS, EMPLOYERS MAY REQUIRE PREVIOUS EXPERIENCE, THE ABILITY TO READ AND WRITE, AND POSSESSION OF A VALID CALIFORNIA MOTOR VEHICLE LICENSE.	$3.50-13.50 PER HOUR	AMUSEMENT PARKS REAL ESTATE AGENCIES COLLEGES/UNIVERSITIES PUBLIC SCHOOLS HOTELS/MOTELS	JOB OPPORTUNITIES FOR GROUNDSKEEPERS INCREASED AT A RAPID RATE DURING THE PAST YEAR, RECOVERING FROM CUTBACKS OF THE LAST FEW YEARS. GROWTH OVER THE NEXT YEAR WILL BE AT A SLOWER PACE, BUT WILL CONTINUE.
MACHINIST 600.280-022 SEE GUIDE 9	MECHANICAL APTITUDE, MANUAL DEXTERITY. HIGH SCHOOL OR TRADE SCHOOL GRADUATION; COURSES IN SHOP, MECHANICAL DRAWING, SHOP MATH. FORMAL, 4-YEAR APPRENTICESHIP PROGRAM RECOMMENDED. APPRENTICES MUST BE 18 YEARS OF AGE AND PASS A MECHANICAL APTITUDE TEST, HAVE GOOD EYESIGHT, AND BE PHYSICALLY ABLE TO DO THE WORK.	$11.05-15.45 PER HOUR	MACHINERY MANUFACTURING ELECTRICAL MACHINERY MANUFACTURING METAL WORKING MACHINE MANUFACTURING AIRCRAFT/GUIDED MISSLES	JOB OPPORTUNITIES FOR MACHINISTS HAVE SLOWLY INCREASED DURING THE PAST YEAR AS MANUFACTURING EXPERIENCED WEAKNESS IN SEVERAL SECTORS. THIS EXPANSION IS EXPECTED TO CONTINUE INTO NEXT YEAR, BUT AT A MINIMAL GROWTH RATE.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
AUTOMOBILE MECHANIC 620.261-010 SEE GUIDE 24	HIGH SCHOOL GRADUATION, PHYSICAL STRENGTH, MECHANICAL APTITUDE, AND A DRIVER'S LICENSE USUALLY REQUIRED. MACHINE-SHOP TRAINING HELPFUL. ALL MECHANICS MUST BE ABLE TO READ AND UNDERSTAND AUTOMOTIVE AND PARTS MANUALS, AND TO APPLY THE INFORMATION TO SERVICE AND REPAIR WORK.	$12.45-14.35 PER HOUR	AUTO REPAIR SHOPS CAR DEALERS GASOLINE STATIONS TRUCKING FIRMS BUS TRANSPORTATION COMPANIES	ALMOST ONE HALF OF THE JOB OPPORTUNITIES FOR AUTO MECHANICS ARE FOUND IN AUTO REPAIR SHOPS. THE GROWTH RATE DURING THE PAST YEAR HAS BEEN AT AN AVERAGE PACE. EXPANSION IS EXPECTED TO CONTINUE, BUT AT A SLOWER RATE DURING THE COMING YEAR.
MAINTENANCE MECHANIC 638.281-014 SEE GUIDE 136	HIGH SCHOOL GRADUATES WITH MATH, MACHINE SHOP, MECHANICAL DRAWING AND BLUE-PRINT-READING TRAINING ARE PREFERRED. MANY WORKERS START AS HELPERS AND LEARN VARIOUS SKILLS, AND THEN TRANSFER TO THE MAINTENANCE DEPARTMENT. SOME ENTER FORMAL TRAINING PROGRAMS OFFERED BY INDIVIDUAL COMPANIES. THESE PROGRAMS INCLUDE ON-THE-JOB TRAINING AND RELATED CLASSROOM INSTRUCTION, AND REQUIRE 3 TO 4 YEARS TO COMPLETE.	$10.50-13.10 PER HOUR	CANNERIES PLASTIC PRODUCTS MANUFACTURING	MAINTENANCE MECHANICS WILL FIND JOB OPPORTUNITIES IN MOST MANUFACTURING PLANTS THROUGHOUT THE COUNTY. THERE WAS GROWTH IN THIS OCCUPATION THE PAST YEAR AS MANUFACTURING INCREASED PRODUCTION. THIS PATTERN IS EXPECTED TO CONTINUE OVER THE NEXT YEAR, BUT AT A SLOWER PACE.
DENTAL-LABORATORY TECHNICIAN 712.381-018 SEE GUIDE 243	EYE AND HAND COORDINATION, FINGER DEXTERITY, GOOD VISION, ATTENTION TO DETAIL, MECHANICAL APTITUDE AND SPATIAL COMPREHENSION, COLOR PERCEPTION, AND THE ABILITY TO FOLLOW SPECIFICATIONS. ABILITY TO MEET DEADLINES IS IMPORTANT. MANY EMPLOYERS HAVE PRACTICAL TESTS OR PROBATION PERIODS. SOME SCHOOLS OFFER AN ACCREDITED 2-YEAR COURSE IN DENTAL LABORATORY TECHNOLOGY. A FORMAL APPRENTICESHIP PROGRAM ALSO EXISTS.	$5.00-12.50 PER HOUR	DENTAL LABORATORIES DENTISTS OFFICES	JOB OPPORTUNITIES FOR DENTAL LAB TECHNICIANS HAVE GROWN AT A VERY SLOW PACE OVER THE PAST YEAR. A SLIGHT DECLINE IN OPPORTUNITIES IS EXPECTED OVER THE NEXT YEAR.
ELECTRONICS ASSEMBLER 726.684-018 SEE GUIDE 47	HIGH SCHOOL EDUCATION AND THE ABILITY TO DO PRECISION WORK ON A REPETITIVE BASIS AT A HIGH SPEED ARE NECESSARY. SHOULD BE FAMILIAR WITH BASIC PHYSICS AND MATH, BE BE ABLE TO READ AND WRITE ENGLISH, AND FOLLOW DETAILED INSTRUCTIONS. GOOD VISION, INCLUDING ACUTE DEPTH PERCEPTION, AND FINGER DEXTERITY ARE NECESSARY. MUST PASS SECURITY CLEARANCE IN PLANTS WORKING ON GOVERNMENT DEFENSE CONTRACTS.	$4.85-9.50 PER HOUR	ELECTRICAL MACHINERY MANUFACTURING COMPUTER MANUFACTURING RADIO, TV COMMUNICATIONS EQUIPMENT MANUFACTURING	THESE THREE INDUSTRIES PROVIDE OVER 95 PERCENT OF THE EMPLOYMENT FOR THIS OCCUPATION. OPPORTUNITIES SHOULD INCREASE AT A STEADY PACE OVER THE NEXT YEAR, WITH FURTHER INCREASES PROJECTED FOR THE FOLLOWING YEAR. A SLOWDOWN IN COMPUTER MANUFACTURING MAY AFFECT THE RATE OF GROWTH OF JOB OPPORTUNITIES OVER THE NEXT YEAR.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
AUTOMOBILE-BODY REPAIRER 807.381-010 SEE GUIDE 68	GOOD PHYSICAL CONDITION AND HAND-TO-EYE COORDINATION ARE REQUIRED. COURSES SHOULD INCLUDE SHOP, METAL WORK, METAL FORMING, AND AUTO BODY REPAIR. COMMUNITY COLLEGES OFFER TRAINING PROGRAMS, AND UNIONS OFFER FORMAL TRAINING.	$5.00-15.00 PER HOUR	AUTO BODY SHOPS CAR DEALERS	JOB OPPORTUNITIES IN THIS OCCUPATION HAVE INCREASED AT AN AVERAGE RATE OVER THE PAST YEAR. GROWTH IS EXPECTED TO CONTINUE BUT AT A MUCH SLOWER RATE DURING THE COMING YEAR.
WELDER, COMBINATION 819.384-010 SEE GUIDE 84	EXPERIENCE EITHER IN A SUPERVISED CLASSROOM SETTING OR ON-THE-JOB TRAINING. MUST HAVE GOOD EYESIGHT AND BE ABLE TO WORK WITH HANDS. SHOULD BE ABLE TO USE BOTH GAS AND ARC WELDING EQUIPMENT. CERTIFICATION MAY BE REQUIRED. A WELDER MUST PASS QUALIFICATION TESTS GIVEN BY A TRADE ASSOCIATION OR GOVERNMENT AGENCY TO BE CERTIFIED.	$10.00-12.75 PER HOUR	WELDING CONTRACTORS MACHINERY MANUFACTURING	EMPLOYMENT OPPORTUNITIES FOR WELDERS HAVE SHOWN AN INCREASE DURING THE PAST YEAR, FOLLOWING THE TRENDS IN CONSTRUCTION AND MANUFACTURING. THIS GROWTH IS EXPECTED TO CONTINUE, BUT PROBABLY AT A SOMEWHAT SLOWER RATE DUE TO CUTBACKS IN MACHINERY MANUFACTURING.
ELECTRICIAN 824.261-010 SEE GUIDE 121	THE USUAL ENTRANCE INTO THE TRADE IS THROUGH APPRENTICESHIP. ANOTHER METHOD OF ENTRY INTO THIS OCCUPATION IS BY COMPLETING AN ELECTRICAL CONSTRUCTION AND MAINTENANCE PROGRAM AT A VOCATIONAL OR TRADE COLLEGE. APPLICANTS MUST BE IN GOOD PHYSICAL CONDITION, HAVE NORMAL VISION, AND GOOD COLOR PERCEPTION.	$12.75-14.75 PER HOUR	ELECTRICAL CONTRACTORS GENERAL CONTRACTORS	INCREASES IN JOB OPPORTUNITIES FOR ELECTRICIANS HAVE KEPT PACE WITH GROWTH IN THE CONSTRUCTION INDUSTRY. THIS EXPANSION IS EXPECTED TO CONTINUE IN THE NEXT YEAR, BUT AT A LITTLE SLOWER PACE.
ELECTRONICS MECHANIC 828.281-010 SEE GUIDE 222	SHOULD BE DETAIL-MINDED, ENJOY TECHNICAL WORK, AND ABLE TO WORK INDEPENDENTLY. ALTHOUGH HIGH SCHOOL GRADUATION IS NECESSARY, MOST EMPLOYERS PREFER AN AA OR AS DEGREE IN ELECTRONICS TECHNOLOGY. EQUIVALENT MILITARY TRAINING IS USUALLY ACCEPTABLE. NORMAL HEARING IS IMPORTANT TO DIAGNOSE MALFUNCTIONS. GOOD VISION, COLOR PERCEPTION, AND MANUAL DEXTERITY ARE ALSO IMPORTANT. GOOD COMMUNICATION SKILLS NECESSARY FOR REPORTS AND RECORDKEEPING.	$13.25-16.60 PER HOUR	COMPUTER MANUFACTURING COMPUTER PROGRAMMING FIRMS ELECTRICAL MACHINERY MANUFACTURING GUIDED MISSILES RADIO, TV, COMMUNICATIONS EQUIPMENT MANUFACTURING	JOB OPPORTUNITIES FOR ELECTRONICS MECHANICS HAVE INCREASED AT A RATE SLIGHTLY LESS THAN FOR OPPORTUNITIES IN ALL JOBS IN THE COUNTY DURING THE PAST YEAR. MODERATE GROWTH IS EXPECTED TO CONTINUE DURING THE NEXT YEAR; HOWEVER, CHANGES IN THE COMPUTER MANUFACTURING INDUSTRY MAY SOMEWHAT CURTAIL THIS GROWTH.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
CARPENTER 860.381-022 SEE GUIDE 168	THE USUAL WAY TO BECOME A JOURNEY-LEVEL CARPENTER IS BY COMPLETING A FOUR-YEAR APPRENTICESHIP PROGRAM. THE UNION APPRENTICESHIP INVOLVES BOTH ON-THE-JOB TRAINING AND CLASSROOM INSTRUCTION. APPRENTICE CANDIDATES MUST HAVE COMPLETED 12TH GRADE OR ITS EQUIVALENT, BE PHYSICALLY ABLE TO PERFORM THE WORK, AND BE AT LEAST 17 YEARS OLD.	$12.25-12.90 PER HOUR	GENERAL CONTRACTORS SPECIAL TRADE CONTRACTORS FURNITURE MANUFACTURING	CONSTRUCTION HAS PICKED UP SINCE THE SLOWDOWN IN PAST YEARS, AND MANY PROJECTS ARE SCHEDULED FOR COMPLETION IN THE NEXT YEAR. JOB OPPORTUNITIES IN CARPENTRY WILL INCREASE, BUT NOT AS RAPIDLY AS DURING THE PAST YEAR.
PLUMBER 862.381-030 SEE GUIDE 173	JOURNEY-LEVEL STATUS IN THE UNION IS NECESSARY. THIS STATUS IS MOST OFTEN ATTAINED BY SATISFACTORY COMPLETION OF A FOUR-YEAR APPRENTICESHIP AND A UNION-ADMINISTERED TRADE TEST OR CITY LICENSING TEST. CANDIDATES MUST HAVE A HIGH SCHOOL EDUCATION OR ITS EQUIVALENT, AND PASS APTITUDE TESTS.	$11.80-12.65 PER HOUR	PLUMBING CONTRACTORS GENERAL CONTRACTORS	CONSTRUCTION CONTINUES TO EXPERIENCE GROWTH IN THE COUNTY AT A MODERATE RATE. JOB OPPORTUNITIES FOR PLUMBERS WILL CONTINUE TO INCREASE DURING THE NEXT YEAR AT A SOMEWHAT SLOWER PACE.
TRUCK DRIVER, HEAVY 905.663-014 SEE GUIDE 255	MUST HAVE A VALID CALIFORNIA CLASS I DRIVER'S LICENSE, A GOOD DRIVING RECORD, BE AT LEAST 18 YEARS OF AGE, IN GOOD PHYSICAL CONDITION, AND ABLE TO LIFT HEAVY OBJECTS. ADDITIONAL REQUIREMENTS VARY ACCORDING TO TYPE OF TRUCK AND NATURE OF BUSINESS. MANY COMPANIES HAVE A ROAD (DRIVING) TEST. INTERSTATE DRIVERS MUST BE AT LEAST 21 YEARS OLD AND HAVE 20/40 UNCORRECTED VISION, GOOD HEARING, AND PASS A PHYSICAL EXAMINATION. MUST BE ABLE TO PASS FEDERAL WRITTEN AND DRIVING TESTS.	$11.80-15.25 PER HOUR	TRUCKING FIRMS GENERAL CONTRACTORS PLASTIC PRODUCTS MANUFACTURING	JOB OPPORTUNITIES FOR HEAVY TRUCK DRIVERS HAVE GROWN AT A VERY SLOW RATE OVER THE PAST YEAR. THIS TREND IS EXPECTED TO CONTINUE DURING THE COMING YEAR.

OCCUPATIONAL SUMMARY
ORANGE COUNTY 1985

OCCUPATION	TRAINING AND OTHER REQUIREMENTS	WAGES	MAJOR EMPLOYMENT SOURCES	EMPLOYMENT TRENDS
TRUCK DRIVER, LIGHT 906.683-022	MUST POSSESS A VALID CALIFORNIA CLASS III DRIVER'S LICENSE AND A GOOD DRIVING RECORD. MOST EMPLOYERS DEMAND LOCAL REFERENCES, AND A MAJORITY INSIST ON PREVIOUS EXPERIENCE THAT CAN BE VERIFIED. MUST HAVE NORMAL USE OF ARMS AND LEGS, AND BE ABLE TO READ MAPS, AND HAVE A KNOWLEDGE OF THE LOCAL AREA'S STREETS AND ESTABLISHMENTS. MUST BE INSURABLE AND IN MANY CASES BONDABLE.	$8.00-11.75 PER HOUR	TRUCKING FIRMS RESTAURANT CHAINS FURNITURE STORES GROCERY STORES FARM AND GARDEN SUPPLY STORES	JOB OPPORTUNITIES FOR LIGHT TRUCK DRIVERS HAVE INCREASED AT A RATE SIMILAR TO OTHER JOBS IN THE COUNTY DURING THE PAST YEAR. GROWTH IS EXPECTED TO CONTINUE OVER THE NEXT YEAR, BUT AT A SOMEWHAT SLOWER PACE.
AUTOMOBILE-SERVICE-STATION ATTENDANT 915.467-010	MOST EMPLOYERS REQUIRE APPLICANTS TO HAVE A VALID CALIFORNIA DRIVER'S LICENSE, ABILITY TO DO MATH, AND TO BE BONDABLE. SHOULD HAVE LOCAL REFERENCES AND A GOOD DRIVING RECORD. MECHANICAL ABILITY AND/OR EXPERIENCE VERY HELPFUL.	$3.35-4.00 PER HOUR	GASOLINE STATIONS	MORE AND MORE SERVICE STATIONS ARE BECOMING SELF-SERVE, ELIMINATING THE NEED FOR SERVICE STATION ATTENDANTS. MANY OF THE SELF-SERVE STATIONS ARE STAFFED BY CASHIERS AND THIS TREND IS LIKELY TO CONTINUE OVER THE NEXT YEAR. JOB OPPORTUNITIES WILL BE VERY LIMITED.

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VI. SUMMARY

Summary

The population of Orange County, particularly the number of residents in the southern part, continues to increase. Also increasing is the number of workers employed in Orange County in the following industries: services, manufacturing, wholesale and retail trade, and construction.

The Saddleback Community College District presently offers forty-five (45) degree programs, eighty-one (81) occupational programs, eighty-nine (89) certificate options, six (6) training programs, and one (1) apprenticeship program. Some District programs prepare students for jobs or in areas where the need for workers is great (e.g., accounting, automobile mechanics, nursing, sales and merchandising); other programs, however, prepare students for jobs or for occupations where few jobs exist and are not projected to exist in substantial numbers in the near future.

Twenty-nine (29) degree and occupational programs have been proposed for implementation in the District by 1988, an overall increase of 11.4 percent—more than double the statewide projected increase for the same period. Fifty-five (55) percent of the proposed programs are in the areas of engineering and related technology, and health.

It is hoped that this report will assist District and college personnel in determining the employment opportunities for graduates of programs presently offered by the District, in establishing the need for each of the twenty-nine (29) degree and occupational programs proposed for implementation by 1988, and in developing a conceptual framework to use in planning future degree and occupational programs.

_____. Annual Planning Information: Anaheim-Santa Ana California [sic] PSMA [Orange County], 1985-86). Sacramento, California: Emloyment Data Department, Southern California Employment Data and Research, 1985.

Presents demographic and labor market data related to Orange County. In addition, labor force and industry trends are documented, including job-entry requirements, wages, and local sources of jobs for selected occupations found in Orange County.

_____. Dictionary of Occupational Titles, 4th edition. Washington, D.C.: U.S. Department of Labor, 1977.

Contains information related to 20,000 occupations in the U.S. economy, including groups of occupational categories. Each occupation is listed by industry designation, code number, job title, and alternate titles. Included is an alphabetical index of occupational titles and a listing of occupational titles by industry designation.

Morris, Norma. Master Plan and Inventory of Programs. Sacramento, California: Program Evaulation and Approval Unit, Chancellor's Office, California Community Colleges, Spring 1985.

Indexes the degree, occupational (certificate), training, and apprenticeship programs offered by community colleges in California.

_____. Saddleback Community College District: 1985-86 Catalog. Mission Viejo, California: Saddleback Community College District, 1985.

Contains detailed descriptions of the degree, occupational (certificate), training, and apprenticeship programs offered by the Saddleback Community College District.

APPENDIX A

DEGREE, CERTIFICATE, TRAINING, AND APPRENTICESHIP PROGRAMS OFFERED BY THE SADDLEBACK COMMUNITY COLLEGE DISTRICT

DEGREE, CERTIFICATE, TRAINING, AND APPRENTICESHIP PROGRAMS OFFERED BY THE SADDLEBACK COMMUNITY COLLEGE DISTRICT

C = Certificate Program
A = A.A. Degree Program
T = Training Program

Accounting	C/A
Administration of Justice	
Law Enforcement	C/A
Corrections	C/A
Supervisory	C/A
Anthropology	A
Architectural Drafting	C/A
Art	A
Astronomy	A
Automotive Mechanics	
General Automotive Mechanic	C/A
Automotive Tune-Up Specialist	C/A
Automotive Chasis Specialist	C/A
Automotive Engine Service Specialist	C/A
Banking and Finance	
Banking Operations	C/A
Credit and Lending	C/A
Biology	
Botany Emphasis	A
Zoology Emphasis	A
Business Administration	A
Business Management	
Business Management	C/A
Supervision	C/A
Travel Agency Operation	C/A
Chemical Technology	C/A
Chemistry	A
Child Development	
Early Childhood Studies	C/A
Infant/Toddler	C/A
School Age Child	C/A
Communication Arts	
Photography	A
Radio/Television	A
Computer and Information Science	
Business Information Systems	
Business Programming/COBOL	C/A
Business Progamming/BASIC	C/A
Computer Operations	C/A
Microcomputer Applications	C/A
Computer Science	C/A
Digital Electronics	C/A

C = Certificate Program
A = A.A. Degree Program
T = Training Program

Construction Technology	
Building Construction	C/A
Construction Inspection	C/A
Millwork and Cabinet Making	C/A
Construction Management	C/A
Consumer Services	C/A
Cosmetology	C/A
Dental Assistant (pending state approval)	C/A
Drafting Technology	C/A
Economics	A
Educational Assistant	
Teacher Assistant (General)	C/A
Bilingual/Multicultural Assistant	C/A
Special Education Assistant	C/A
Interpreter for the Deaf	C/A
Electronic Technolgy	
Cable Television	C/A
Electronic Technology	C/A
Printed Circuit Technolgy	C/A
Emergency Medical Technician	T
Emeritus Institute	T
Engineering	A
English Literature	A
Escrow	C/A
Fashion Design and Custom Dressmaking/Tailoring	
Fashion Design	C/A
Custom Dressmaking/Tailoring	C/A
Fashion Merchandising	
Fashion Merchandising	C/A
Color and Wardrobe Consulting	C/A
Fashion Modeling	C/A
Visual Fashion Merchandising	C/A
Fashion Reporting	C/A
Fine Arts	A
Foods	
Foods	C/A
Catering	C/A
Food Service	C/A
Foreign Language	A
Foreign Language, General	A
General Studies	A
Geography	A
Geology	A
Geriatric Aide Training	T
Gerontology	
General	C/A
Special Delivery	C/A

C = Certificate Program
A = A.A. Degree Program
T = Training Program

Graphic Communications	
Print Management	C/A
Graphic Design	C/A
Camera Stripping	C/A
Computer Typesetting	C/A
Offset Press	C/A
Screen Printing	C/A
History	A
Home Economics	C/A
Homemaker Home Health Aide	T
Humanities and Languages	A
Human Services	
Generalist	C/A
Alcohol and Drug Studies	C/A
Psychiatric Technician	C/A
Community Recreation	C/A
Public Service Administration/Employee Asst	C/A
Family Services	C/A
Aging	C/A
Corrections and Criminal Justice	C/A
Eating Disorders	C/A
Interior Design	
Home Furnishings	C/A
Interior Design	C/A
Journalism	C/A
Landscape Design	C/A
Leadership	A
Legal Assisting	C/A
Liberal Arts and Sciences	A
Machinist Apprenticeship Training	T
Manufacturing Technology	
Numerical Control	C/A
Process Control	C/A
Computer Aided Drafting	C/A
Computer Aided Design	C/A
Marine Science Technology	
General	C/A
Marine Biology	C/A
Marine Geology	C/A
Physical Oceanography	C/A
Seamanship	C/A
Mathematics	A
Media/Arts Technology	
Photo Media	C/A
Radio Media	C/A
Television	C/A

C = Certificate Program
A = A.A. Degree Program
T = Training Program

Medical Assistant	
Medical Assistant	C/A
Clinical Laboratory Assistant	C/A
Music	
Commerical, Jazz Emphasis	A
Liberal Arts Emphsis	A
Natural Sciences	A
Nursing Assistant, Acute Care Training	T
Nursing	A
Nursing Ladder Program	
Nursing Assistant	
Vocational Nurse	
Registered Nurse	C
LVN to RN	C
Nutrition	
Office Administration	
General Office	C/A
General Secretarial	C/A
Legal Secretarial	C/A
Word/Information Processing	C/A
Administrative Assistant	C/A
Certified Professional Secrtary	C/A
Ornamental Horticulture	
General Ornamental Horticulture	C/A
Nursery Practices and Management	C/A
Pharmaceutical Technology	C/A
Philosophy	A
Phlebotomist/Laboratory Assistant	T
Physical Education	A
Physical Science	A
Political Science	A
Psychiatric Technician	C/A
Psychology	A
Real Estate	C/A
Recreation Assistant	
Recreational Assisant	C/A
Coaching Assistant	C/A
Sales and Merchandising	
Retailing	C/A
Retail Management	C/A
Retail Advertising	C/A
Sales and Promotion	C/A
Small Business Management	C/A
Social Sciences	A
Social Science	A
Sociology	A
Solar Energy Technology	C/A
Speech/Oral Interpretation	A

C = Certificate Program
A = A.A. Degree Program
T = Training Program

Surveying Technology	C/A
Theatre Arts	A
Welding Technology	C/A
Women's Studies	A

ERIC CLEARINGHOUSE
FOR JUNIOR COLLEGES
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